

**BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date: February 16, 2005

Division: Management Services

Bulk Item: Yes X No     

Department: Administrative Services

Department Contact: Tina Boan

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**AGENDA ITEM WORDING:**

Approval of the Fiscal Year 2006 Budget Timetable.

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**ITEM BACKGROUND:**

N/A

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**PREVIOUS REVELANT BOCC ACTION:**

N/A

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**CONTRACT/AGREEMENT CHANGES:**

N/A

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**STAFF RECOMMENDATIONS:**

Approval

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**TOTAL COST:** N/A

**BUDGETED:** Yes      No      N/A

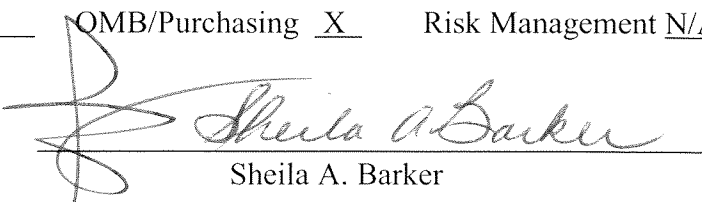
**COST TO COUNTY:** N/A

**SOURCE OF FUNDS:** N/A

**REVENUE PRODUCING:** Yes      No      **AMOUNT PER MONTH**      **Year**     

**APPROVED BY:** County Attorney N/A OMB/Purchasing X Risk Management N/A

**DIVISION DIRECTOR APPROVAL:**

  
Sheila A. Barker

**DOCUMENTATION:** Included X To Follow      Not Required     

**DISPOSITION:**                                     

**AGENDA ITEM #**

## FISCAL YEAR 2006 BUDGET TIMETABLE

<u>DATE</u>	<u>ACTIVITY</u>
<b>*February 16</b>	Regular meeting, BOCC approves budget timetable.
<b>*March 10</b>	Board of County Commissioners Workshop for presentation and direction to staff. To be held at The Harvey Government Center 9 A.M.
March 23-24	Staff budget presentations. Presentation includes instructions to departments, discussion of budget preparation and format changes.
April 15	OMB deadline for submission- budget requests for all Internal Service Funds and departments including TDC.
April 25-29	OMB bottom line review.
May 9-13	Administrators Internal budget reviews with Divisions and OMB.
May 23	Deadline for <b><i>final submission</i></b> to OMB of budgets from departments.
May 31	Submission of budget requests from Sheriff, Clerk of the Court, Tax Collector, State Attorney, Property Appraiser, Housing Authority, Judicial, and Supervisor of Elections to the Administrator. This is the last date to receive input from Human Services Advisory Board.
July 1	Property Appraiser certifies Assessment of all property values on DR 420.
July 15-19	NACO Conference
<b>*July 14</b>	Tentative budget to be delivered at a Special Meeting (the budget must be delivered to the Commission no later than July 15 <sup>th</sup> F.S. 129.03) ( <u>Harvey Government Center 9 A.M.</u> )
<b>*July 21</b>	Regular BOCC Meeting. Discussion of: Budget, capital improvements plan, and Proposed Millage Rates with the Board.
<b>*Jul. 25</b>	Special Meeting for discussion of Budget, capital improvements plan, and Proposed Millage Rates with the Board, and, if possible, selection of dates, times, and places for public hearings and approval to advise the Property Appraiser of proposed Millage Rates. ( <u>Marathon EOC 9 A.M.</u> )
August 5	Last day to advise the Property Appraiser of the Proposed Millage Rates, current year rolled-back rate and the date, time and place of the Tentative Budget Hearing.(Will have proposed millage rates to Property Appraiser by July 27 <sup>th</sup> )
August 24	Last day for Property Appraiser to mail out the Notice of Proposed Property Taxes. (TRIM NOTICES)
<b>*September 7</b>	First public hearing 5:05 P.M. (between 65 -80 days after the property appraiser certifies the Assessment). To be held in the Lower Keys. Adoption of Tentative Budget and Millage Rate. (Cannot conflict with School Board Hearing)

\* Involves BOCC

## **FISCAL YEAR 2006 BUDGET TIMETABLE**

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| <b>*September 14</b> | Special BOCC Meeting. Second public hearing 5:05 P.M. To be held in the Upper Keys.  |
| <b>*September 21</b> | Final public hearing 5:05 P.M, to adopt a final budget and Millage Rate. (Must be held within 15 days of First Hearing with proper advertisement of meeting). To be held in the Middle Keys. (This meeting must not conflict with School Board Hearing). |